



Montana Electrical Joint Apprenticeship and Training Committee

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(800) 685-2821
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www.montanaelectricaljadc.org



2616 Bozeman Ave.
HELENA, MT 59601

Dear Applicant:

Thank you for your request for an application from Montana Electrical JATC. Please read the enclosed information carefully. It is important that the required documents be returned to us, by mail, **postmarked no later than March 31, 2012.**

Fill out the application in its entirety, including signature and date. Please enclose the completed Supplemental Form, Application Form and the following:

1. Official high school or GED transcripts. **Official** means that the transcripts are sent to you in the sealed envelope **issued by the school. If you open this envelope and break the seal, the transcripts become invalid.** The transcripts must show that you have passed one credit of Algebra. Graduation from high school or GED documentation is required. Include any official sealed college transcripts.
2. Photocopy of birth certificate to verify that you will be 18 years of age at the time of interview.
3. Photocopy of your driver's license to verify your Montana residency.
4. Photocopy of your social security card.
5. A \$30.00 application fee in the form of a check or money order made out to Montana Electrical JATC.
6. A work history or resume.
7. **Please send all documents at the same time. We cannot accept partial paperwork.**

You will receive notification, by mail, pertaining to your selection testing location/date/time, after all applicants have had the opportunity to meet the required deadline noted in the first paragraph.

All applications will be selected without regard to race, color, religion, sex, or national origin. All applicants returning the required documents and meeting the minimum qualifications, as described above, will be scheduled, and notified by mail, to take the selection test for Apprenticeship (pamphlet enclosed). Based upon the score of this test, applicants may be invited, by mail, to interview with the Montana Electrical State Joint Apprenticeship and Training Committee.

If the application fee presents a demonstrated hardship which would absolutely prohibit a person from making application, call this office and discuss a waiver of the fee. If you have questions regarding your application, please call this office at (406) 449-7173.

Sincerely,

Gary Pemble
Training Director

